

3354:1-43-01 Professional development and performance evaluation policy.

- (A) The College is committed to supporting academic and administrative excellence through recruitment, selection, and development of employees. Employees are encouraged to pursue, and are provided with opportunities for, the development of increased competencies beyond those that they may attain through the performance of their assigned duties and assistance from supervisors. In support of this commitment, the College shall foster employee professional development. This may include providing professional exchange programs, consulting leave, tuition assistance, professional improvement leave, and other methods. It shall include a regular employee performance evaluation system.
- (B) The College shall continue to operate a comprehensive performance evaluation system that provides:
 - (1) Appraisals of employee performance on an ongoing basis with written evaluations;
 - (2) Employee participation in the establishment of goals and objectives;
 - (3) Evaluations based upon mutually established objectives.
 - (4) The availability, at the discretion of supervisors and Human Resources, of performance improvement plans. Such plans may be developed by supervisors in collaboration with Human Resources when a supervisor notifies Human Resources that an employee's performance is inadequate. Performance improvement plans may include a probationary period of employment.
- (C) The President or the President's designee is hereby directed to take all steps necessary and appropriate for the effective implementation of this policy.

Effective date: June 4, 2025

Prior effective date: October 1, 2017, December 15, 2005